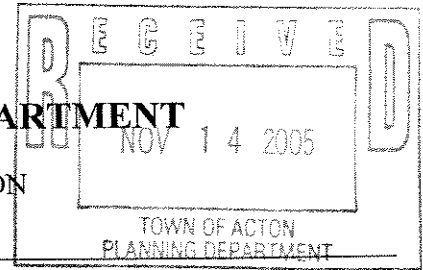


**ACTON MUNICIPAL PROPERTIES DEPARTMENT**

**INTERDEPARTMENTAL COMMUNICATION**



**To:** Roland Bartl, Community Preservation Committee

**Date:** 11/14/05

**From:** Dean A. Charter, Municipal Properties Director *DAC*

**Subject:** Town Hall slate roof replacement

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This is to confirm several verbal conversations I have had with you and individual members of the Community Preservation Committee regarding the status of the funds for the Town Hall slate roof replacement project.

As you may recall, I had originally requested \$126,250 for the project. The Committee cut back the request to \$120,000, based in part on the fact that I did not have firm bids in hand. Subsequent to Town Meeting, I hired a new architect due in part to the departure of the original principal from the firm that had done the original assessment. Hiring a new architect and getting that firm up to speed mandated that the actual construction of the new roof be put off until 2006, since most roofers who might be interested in this job are fully booked by early spring each year.

It was my opinion that the original budget was very tight. The new architect confirmed my opinion. Additionally, the inflation factor for construction, as reported in the Boston Globe, was 13.2% in the last year.

The project has been out to bid for the last month; we have at least two qualified bidders interested. The bids will be opened at 2:00 PM on Tuesday, November 15, in Town Hall. We should have a very good idea where we stand on funding at that point. Construction would begin on or about May 1, 2006.

I would like to request that this memo be used as a place holder for possible additional funding, pending the opening of the bids.

cc.: Town Manager